I. General

This handbook is designed to familiarize members of organizations and their advisors with College policies and, where necessary, the state laws and regulations that pertain to an organization in an atmosphere of higher learning. Adherence to these policies is a necessary prerequisite for the effective operation of any club or organization.

A. For students to actively participate in the programs and activities of the College and to be part of a responsible student body, they must be informed of College policies and state laws and regulations which apply to their organizations.

B. This information has been gathered together into the Student Activities Handbook and will be updated on an "as needed" basis.

II. Objective

To familiarize members of student organizations and their advisors with College policies and pertinent state laws and regulations.
The philosophy of Hillsborough Community College encourages student participation in extracurricular activities and organizations. Many organizations dedicated to student activities have been formed, duly recognized, and chartered on campus. All such organizations must be approved by the Student Government Association, the campus Student Activities Advisor, the campus Dean of Student Services, the campus President and the Vice President for Student Services and Enrollment Management to be eligible to receive student activities funds.

It is the responsibility of each organization, its members, advisors, and/or sponsor(s) to comply with regulations by which the organization was chartered. The actions of individual members, clubs, or organized activities reflect on the overall image of the College.

Each club member, advisor, and/or sponsor is a representative of Hillsborough Community College and should strive to mirror the image of their College and campus at all times, bringing respect and admiration to their College and their organization.
I. General

The goal of higher education and student activities programs is to provide avenues for the individual to develop greater self-understanding, greater sensitivity in working with others, and rational and logical thinking in problem solving situations. Student activities seek to respond to the changing needs and greater welfare of students.

II. Objectives

1. To provide the opportunity to experience self-government and the function of democratic representation.

2. To provide experience with group processes and organizational behavior.

3. To help students improve their concept of self-worth and emotional well-being.

4. To relate theoretical knowledge to experiential learning.

5. To create opportunities for leadership.

6. To assist in effective group/individual responses to social change and problems.

7. To foster creative and critical expression.

8. To provide opportunity for meaningful learning and to appreciate various aspects of our cultural and intellectual heritage.

9. To facilitate the achievement of well-being through physical activity and recreation.

10. To stimulate the creation of new learning environments and options.
I. General

HCC exists to provide for the educational development of all students enrolled at the institution as well as the general well-being of society. As members of the academic, technical and occupational communities, students are encouraged to develop the capacity for critical judgment and to engage in an independent search for truth. The College will implement administrative procedures to insure academic freedom at the institution.

The admissions policy of HCC is an Open Door Policy for all qualified students. No student will be barred from admission based on race, sex, marital status, national origin, age, color, or disabled status. The College facilities and services will be available to all students who are enrolled at the College.

Instructors will encourage free discussion, expression and inquiry, both in the classroom and in conference. Student performance will be evaluated solely on academic basis, not on opinion or matters unrelated to academic standards.
Student Activities Procedures

Title: Standards of Conduct
Identification: 3.504
Page: 1 of 2
Effective Date: November 2005

I. General

The purpose of this procedure is to establish standards of conduct, which Hillsborough Community College students and staff must follow, in order to engage in college sanctioned/related activities. The term “activities” applies to all on-campus and off-campus activities that are considered school activities, such as officially sanctioned conferences or field trips.

II. Procedures

A. Each staff member and student at HCC is subject to federal and state laws, county and municipal ordinances and all administrative rules and procedures of the College. It is the responsibility of each organization, its members, advisors, and/or sponsor(s) to comply with the minimum standards of conduct delineated by the Federal Department of Education, the Florida Department of Education and the Florida Community College Activities Association.

B. When a staff member or student is attending or representing the College at a college-related event, he/she must strive to follow their college’s policies and bring respect and admiration to their College, campus and organization. It is imperative that employees and students do not engage in the possession, use or distribution of alcohol or illicit drugs on school premises, property, or as a part of any approved activity, such as a conference or field trip. (Do not drink or take drugs while you are participating or chaperoning an activity, which the College has sanctioned.)

C. The Code of Student Conduct is a set of regulations to govern student conduct at Hillsborough Community College. The HCC Student Handbook includes a copy of the Code of Student Conduct.

D. A student who allegedly violates one or more of the regulations as outlined in the Code of Student Conduct will be subject to the College imposed penalties.
E. A student who is found to be in violation of published public laws will be handled by the appropriate authorities. The College will cooperate with law enforcement agencies.

Refer to the Student Handbook and Academic Planner.
I. General

In accordance with Section 1006.63, F.S., students are prohibited from engaging in any kind of hazing action or situation on or off campus which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into, affiliation with, or participation in any organization operating under the sanction of the College.

II. Procedure

The College shall not tolerate hazing on any College property, or at any College-sponsored or College-affiliated event, on or off-campus.

A. Any College organization, which authorizes or participates in hazing in blatant disregard of this procedure shall be penalized and denied future funding and club approval.

B. Hazing includes but is not limited to:
   1. Physical brutality such as whipping, beating, and/or branding;
   2. Forced calisthenics;
   3. Forced consumption of food, liquor, drugs or other substances;
   4. Forced physical activity which could adversely affect the physical health or safety of the student;
   5. An activity which may subject a student to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which would result in extreme embarrassment or any other forced activity which may affect the mental health or dignity of the individual.

C. Each College organization/club advisor shall be responsible for informing their organization/club of this SGA procedure and the appropriate College Administrative Procedure, which outlines student conduct and the violation thereof.

D. Student clubs/organizations shall be required to incorporate the College’s anti-hazing policy in its bylaws.
The Chad Meredith Act (HB 193)
Amends: ss. 1001.64, 1006.63, F.S.
Effective: July 1, 2005

This bill expands the definition of hazing as it applies to postsecondary institutions and creates language defining and prohibiting hazing in high schools. The bill defines “hazing” to mean any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student at a high school for purposes including, but not limited to, initiation or admission into, or affiliation with, any organization operating under the sanction of a high school. “Hazing” includes, but is not limited to, pressuring or coercing the student into violating state or federal law, any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or other forced physical activity that could adversely affect the physical health or safety of the student, and also includes any activity that would subject the student to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of the student. “Hazing” does not include customary athletic events or other similar contests or competitions, or any activity or conduct that furthers a legal and legitimate objective.

The bill creates new criminal offenses specific to hazing at the high school or college level. The bill provides that it is a first degree misdemeanor to commit an act of hazing that creates a substantial risk of physical injury to death. The penalty increases to a third degree felony if the act of hazing actually results in serious bodily injury or death. In addition, a sentencing court must order the defendant to complete a 4-hour hazing education course and may also impose a condition of drug or alcohol probation. These new criminal offenses do not preclude prosecution for a more general offense resulting from the same criminal episode. In addition, the bill provides that certain general defenses to a criminal action are not applicable to the crime of hazing, particularly, whether the consent of the victim was obtained, whether the hazing was sanctioned or approved as an official event, or whether the hazing was done as a condition of membership.
Student Activities Procedures

<table>
<thead>
<tr>
<th>Title: Discipline of Students</th>
<th>Identification: 3.506</th>
</tr>
</thead>
<tbody>
<tr>
<td>Page: 1 of 1</td>
<td>Effective Date: December 19, 1982</td>
</tr>
</tbody>
</table>

I. General

The purpose of this procedure is to establish guidelines regarding the discipline of students.

II. Procedure

Each student enrolled at HCC is subject to federal and state laws, county and municipal ordinances, as well as, the administrative rules and procedures established by the institution. The College will cooperate with public authorities regarding alleged violations of public laws and ordinances. The College will protect its educational purpose through the reasonable regulation of student conduct and the implementation of disciplinary rules and procedures. This procedure will insure that any interference with the orderly operation of the College will be handled in an expeditious manner.

The Campus President through the campus Dean of Student Services will be responsible for maintaining the discipline of students.
I. General

The purpose of this procedure is to insure that student grievances are heard and acted on in a fair and equitable manner consistent across campuses.

II. Procedure

The campus Student Activities Advisor will appoint two student committee members. These members can be from the general student body or from the SGA Senate.

The grievant is solely responsible for invoking this procedure.

Refer to the Code of Student Conduct and Disciplinary Procedure.
Student Activities Procedures

<table>
<thead>
<tr>
<th>Title: Leadership Retreat and Leadership Seminar</th>
<th>Identification: 3.508</th>
</tr>
</thead>
<tbody>
<tr>
<td>Page: 1 of 1</td>
<td>Effective Date: August 2003</td>
</tr>
</tbody>
</table>

I.  General

The purpose of this procedure is to establish a routine for the training of student leaders.

II. Procedure

A. During the summer all Campus Executive Board members (i.e., President, Vice President, Secretary, and Treasurer) will attend a Leadership conference and/or retreat.

   This leadership retreat is designed to train new officers in the area of College policies and procedures; to develop skills such as ethics, negotiations, communications, fiscal responsibility; and to create and coordinate events for the upcoming year.

B. In mid to late September, a Club Organizational meeting will be scheduled for all campus club executive board officers and their advisors.

   Attendance is mandatory. Club eligibility for student activities funding is contingent upon meeting with the Student Activities Advisor.

   The meeting will cover all college policies and procedures and will serve as a vehicle for an exchange of ideas and as a means of developing commonality.

C. Each campus Student Activities Advisor will schedule and conduct a Fall Leadership Seminar on their campus.